ANNUAL STATEMENT OF THE NEEDS OF LITERATURE DEPARTMENT.

MARCH 10, 1905.

I. **Prayer Calendar 1906.**

Receipts for Prayer Calendar 1905 to March 1st ----- $603.4
Cost of Calendar 1905 ---------- 512.3
$ 91.1

There are unpaid bills standing on our account which will carry the Calendar profits up to a good sum. About 1500 copies were sent to our missionaries without charge.

II. **List of Topics for 1906.**

III. **Question Exercises.**

The Foreigners
The Treasury
What is Home Mission Work?
(A leaflet showing how our work differs from local church work and how societies are first responsible for it.)

IV. **Praise Service 1906.**

V. **Leaflet on Annual Services of Prayer and Praise.**

This should incorporate the resolutions adopted at the Decennial meeting of the Woman's Executive Committee of Home Missions and explain just how and why such meetings should be held. It should also give briefly the history of these movements from their beginnings.

VI. **Poems to enclose with Praise Meeting Invitations.**

VII. **Leaflets describing child life among the Alaskans, Mexicans, Porto Ricans and Cubans.**

VIII. **Map Talk on Cuba and Porto Rico.**

IX. **One-syllable Narratives for Children are much needed.**

(Our stock of narrative leaflets is running so very low that we have really nothing to offer the best working societies who use our literature faithfully.)

X. **Narrative Leaflets.**

We especially need a dozen or twenty good, new narratives. Thank-offering, self-denial, Alaskan, Indian, Cuban and Porto Rican, and other stories illustrating any phase of field or society work.

Could we ask Mrs. E.S. Willard, 3620 Forest Avenue, Chicago, Ills. for a story on Alaska?

XI. Home Mission Studies for Study classes - on Mexicans and Cuba and Porto Rico.

XII. Leaflets on Organization of, and Methods for Baby Bands.

XIII. Large Charts printed in colors either on cards or muslin (preferably the latter) for use in junior societies and bands.

These might be diagrams, comparative statements on illustrations to catch the eyes and minds of children and thus aid junior leaders to present the work. If printed on muslin such charts could be loaned or rented from the office. These are greatly needed in Sunday school work.

XIV. Organization Blank for Local Societies.

New societies have frequently express their desire to be enrolled at headquarters. An organization blank might serve for an enrollment, and might ensure a letter of greeting from our secretary's desk.

XV. Topic Cards with names of leaders for meetings printed on them.

Our societies have requested home mission topic cards similar to those supplied by the Christian Endeavor Society on which topics, dates of meetings, and names of leaders are printed. By having the topic card electrotyped, our printer could insert the dates and names according to the desire of the society, and we could sell them at a cheaper rate than local printers could afford.

XVI. Home Mission Lessons for Sunday Schools.

These lessons should be simple enough for the use of the average Sunday school teacher. If ten minute lessons for each Sunday be prepared, there might be four each on the six home mission fields and six home mission heroes and heroines.

XVII. Exercises for Bands and Junior Societies.

"Prayer, Praise and Practice", the book of exercises which was published in August 1898, is out of print. Instead of revising and reprinting it, may we have a half dozen small pamphlets - a series perhaps, containing, say, six good exercises each, to be sold at five cents per copy. This method permits a system of classifying the exercises either topically or according to the ages of the children for whom they are intended, which in one large pamphlet, is not practical.

XVIII. Studies for Juniors.

Studies on Porto Rico and Alaska have been prepared. We need the other fields.

XIX. Revision of Hand Book for Presbyterial and Synodical Officers.

Our stock of this Hand Book is entirely exhausted and we need a revised reprint without delay.

XX. Pictures.

Of our home mission pictures we have in stock only

222 sets - Mexican
162 " - Alaskan
148 " - Indian
87 " - Mountaineer

Cost $336.00 for 48 thousand or 48 kinds (Received May 1901)
Receipts 1901-1902 - ?
1902-1903 - $129.93
1903-1904 - 86.10
1904-1905 - 51.54
$267.57

Our present stock will probably last only about six months. Shall we have a new edition?

XXI. We need to recommend a study course for home and foreign societies which have been using the foreign mission text books to the exclusion of home mission topics and now begin to realise that it is their duty to study home mission subjects.

XXII. Souvenirs for Missionary Meetings printed in attractive form.

Stamps like the maps of the two hemispheres used by the Woman's Board of Foreign Missions are printed by the Niagara Lithographic Co., 533 Presbyterian Building.

XXIII. Hero Sketches.

We should add to our list autobiographical sketches of
Mrs. A.R. McFarland and
Mrs. A.E.W. Robertson,
and a biographical sketch of
Francis Willard.

May we have these lives bound in cloth?

XXIV. A Leaflet on the general subject of Industrial Work in our Schools.

XXV. A Leaflet on Medical Work on the Home Mission Field.

XXVI. A Leaflet giving incidents showing Results of the Work.

XXVII. Graded Lessons on Home Missions.

1. Cradle Roll - certificates, pictures, mite-boxes.
2. Junior - a. Object Lessons
b. Stories and biographies
c. Memorizing places and incidents connected with our work.
3. Intermediate -
a. Object lessons of higher grade - Stories and biographies
b. Memorizing - general knowledge of fields.
c. Studies for juniors

XXVII. cont. 4. Senior - a. Narratives and biographies
b. General survey of field
c. Studies
5. Home Department-
a. Narratives - letters, etc.

The outlines for these graded courses of instruction should be very simple; they might include the use of every leaflet now on our list, and many additional. If prepared for use in a church having the largest number of missionary societies they will be adaptable to the small rural churches having only a children's band and a woman's missionary society.

XXVIII. Good Narratives bound in board covers for use as souvenirs.

We could use for this purpose some narratives which were formerly on our list but are now out of print.

Suggested - "Benito"
"Pitchers Vs. Lamps"
"Yahk, or Adrift in Alaska"
"Little Brown Brother"
"Ezra and Me and the Boards"
"Cindy's Chance"

MINUTES ON ANNUAL CONFERENCE OF PUBLICATION COMMITTEE.

MARCH 10, 1905.

Mrs. Walker, the chairman, opened the meeting with prayer. Minutes of the last meeting were are approved.

Before taking up the particular needs of the department, Mrs. Walker presented some general needs. Her first question was "How can we obtain a reliable source for literature?" Conversation followed and various suggestions were made, after which the following resolution was carried:- "Resolved, That the chairman of literature be expowered to secure manuscripts from any available source, at such prices as they may deem satisfactory to the Woman's Board." In reference to this resolution, mention was made of such writers as Mrs. Adams, Mrs. Florence Morse Kingsley, Miss Belle Brain, Miss Julia H. Johnston and Miss Helen A. Hawley.

At this point the special needs, as outlined by the chairman of the literature committee, were taken up one by one.

I. Prayer Calendar. It was moved and carried that the Calendar be placed in the hands of Mrs. Parsons for preparation, and that it be of the same general character as that one issued in 1903.

II. Resolution made and carried that the List of Topics be prepared by Mrs. Finks.

III. Question Exercises. It was moved and carried that Mrs. Gifford prepare one on the Foreigners; Miss Lincoln one on the Treasury; and that Mrs. Waid be asked to prepare a leaflet on "What is Home Mission Work?" This leaflet to show how the work of the Woman's Board differs from local Home Missions. It was especially urged that this leaflet be bright and scintillating, that the dullest mind may comprehend the work.

IV. It was moved and carried that Mrs. Charles Robinson, of Bloomington, Ills., be asked to prepare the Praise Service for 1906.

V. Motion carried that Miss V.M. White be requested to prepare a leaflet on annual service of Prayer and Praise; the need of holding such service, and the methods of conducting the same.

VI. Motion carried that Mrs. Margaret Sangster be asked to write a short poem to enclose with praise meeting invitations, the compensation to be arranged by the chairman, Mrs. Walker.

VII. Many requests have come for leaflets describing child life on the various fields. On motion, it was resolved to ask Mrs. Eugene S. Willard to prepare one on Alaska child life; Miss Prudence Clark of Chimayo one on Mexican child life. It was suggested that Miss Jennie S. Ordway of Mayaguez be communicated with in reference to securing some one on that field to write concerning child life in Porto Rico and Cuba.

VIII. Map Talk on Cuba and Porto Rico. Referred to Mrs. Charles L. Thompson.

IX. Motion carried that Miss Elizabeth D. Meeker be asked to prepare some one syllable or simply narratives for children.

X. Discussion followed in regard to narrative leaflets, and a resolution was carried that the chairman endeavor to secure them from the field or any available writer, paying for the manuscripts for the same from $10.00 to $25.00.

XI. Home Mission Studies for Study Classes on the Mexicans, Cubans and Porto Ricans. It was moved and carried that Miss Petrie be asked to prepare these, and to so arrange her office work that she may take the time at home for the preparation, if this plan would be acceptable to her.

XII. Large charts, printed in colors, either on cards or muslin - preferably the latter - for use in junior societies or bands. Motion that these charts be left entirely in the hands of Miss Rue.

XIII. Home Mission Lessons for Sunday Schools. Motion made and carried that we endeavor to have prepared short lessons on home missions for young people. Suggestion was made that Miss Belle Brain be asked to prepare the same.

XIV. Exercises for Bands and Junior Societies. Moved and carried that Miss Petrie supervise the preparation of these exercises.

XV. Studies for Juniors. It was moved and carried that Mrs. Grace Petrie Williams be asked to prepare these studies, compensation to be adjusted by the chairman of the literature committee.

XVI. The revision of the Hand Book for Presbyterial and Synodical Officers. On motion, this was placed in the hands of Mrs. Pingry.

XVII. Pictures. Motion made and carried that the whole matter of securing and issuing pictures be left in the hands of the chairman of the Publication Committee, with power.

XVIII. Hero Sketches. It was suggested that autobiographical sketches of Mrs. A.R. McFarland and Mrs. A.E.W. Robertson, and that a biographical sketch of Miss Frances H. Willard be prepared. It was moved and carried that Mrs. McFarland and Mrs. Robertson be communicated with in regard to the autobiographical sketches, and that the biographical sketch of Miss Willard be delayed for the present.

XIX. Leaflet on the general subject of industrial work in our schools. Moved and carried that this leaflet be prepared by Dr. McAfee or Miss Wheeler.

XX. It was requested that a leaflet on medical work in the home mission field be prepared, but since the medical work can hardly be said to be fairly inaugurated, it was moved and carried that instead of a leaflet on medical work that the leaflets on the San Juan Hospital and the hospital work at Jewett, New Mexico, be brought up to date.

XXI. A request was made for a leaflet giving incidents showing results of the work. On motion, it was moved that these incidents be incorporated in the other leaflets issued.

XXII. A request having been made for graded lessons on home missions, it was suggested that the outline studies, as prepared, would cover this request, with the exception, that for the Home Department of the Sunday schools narratives or letters be prepared. Moved and carried that this matter be referred to Miss Rue.

XXIII. A request that good narratives, bound in board covers, for use as souvenirs, (such as "Benito", "Pitchers vs. Lamps", "Yahk, or Adrift in Alaska", "Little Brown Brother", "Ezra and Me and the Boards" and "Cindy's Chance") was considered, and the matter of publication was left to Mrs. Walker, chairman of the Publication Committee, with power.